

Dear Parents

Firstly, I would like to thank you for supporting the school so well as we re-start. The school has opened to pupils and all children have responded very well to the continued Covid-19 protocols which are still in place. We as a staff team greatly appreciate the exceptional way that you have prepared the children and presented them for school. Be assured we never take this for granted!

We extend a warm welcome to our new Nursery children and our Primary One fresh starts and trust that they will be very happy in school!

Waringstown Primary School has traditionally very high standards of behaviour with good discipline, which the school actively promotes in our children. I would like to take this opportunity to remind parents of the essential role which they play in fostering self-discipline and respect for authority. Children from an early age must be taught to listen carefully and respond positively to an instruction from a parent or a teacher. Responsibility for discipline rests with the parent, the teacher and the pupil collectively. Please support us as we promote these priorities from the start.

Each Key Stage will distribute a copy of our school rules drawn from the school's Positive Behaviour Policy. Please encourage your child to read these and help them to understand these rules as they are factors for effective learning and development.

### Welcome!

We are delighted to welcome Mrs J Humphreys to Primary 7 this year following Mrs S Sloan's retirement. Mrs Humphreys has worked as our Literacy Support Teacher in school and is a familiar figure to the school community.



We warmly welcome our new Premises manager, Mr D M'Kee. Mr M'Kee was appointed in June and took up his post in late August. He has already become a familiar face around school and is settling into his new role. We know the children are already getting to know Mr M'Kee as he works throughout the building and we trust that over the coming weeks you too will be able to welcome him to the Waringstown Primary School community.

We also wish to thank Mrs E Hall, a member of our existing Cleaning Team, who 'stepped up' during the vacancy after Mr M'Kittrick's retirement in the spring.

Mrs Hall worked tirelessly to ensure the school was in good order for the handover and ensured along with her colleagues that the school was ready for the arrival of Mr M'Kee.

### New Central Office



The Education Authority has completed the enhancements to the school office. The newly re-located Central Office is now to be found in the Central Mall. As you arrive in school from the Visitors Car Park, Mrs Fitzpatrick (School Secretary) is easily found. We thank the Education Authority for the enhancement to our school. This work further enhances our Safeguarding / Child Protection procedures as very often parents found it difficult to report to the 'old office' which was located off a side corridor. Further work is ongoing with regards the buzzer / entry system.

## The Mall doors and school access

To safeguard the children our buzzer system is in operation outside the main porches. You can press the access button to gain entry to the school. We respectfully request that any parent visiting school to collect a child should **report to the Office immediately**.

We shall then arrange for your child to come and meet you in the central mall. When you leave the school via the main mall doors please ensure that you securely push the outer door behind you so that it is tightly fastened to the magnetic lock system.

Please wear a mask within school. **Children may not buzz visitors and parents into the school!**



## Social Distancing

It is essential that drop off and collection points are socially distanced as much as possible. We are aware that the school pedestrian gate area is congested at pick up times but please be ever vigilant and socially distance as much as possible. We strongly advocate wearing a mask as the spread of Covid-19 is clearly high within our community. The very last thing we want is an outbreak!



## Stranger Danger

All of our children receive information and specific rules about never going into cars / houses of strangers. We also teach children to follow the 3 W's:

Never go anywhere unless your parents know:

- 1 **W**here you are going,
- 2 **W**ho you are going with and
- 3 **W**hen you will be back.

Parents are reminded to enforce this teaching at home and remember that no Primary School aged child should be left at home or be unsupervised at any time as it places them at risk.

Please ensure that your child knows the safe routines for walking home. It is vital that he / she knows who is collecting them from school. As we have several collection points it is **simply impossible for the staff to know** where your child should be ie at the Windsor Hill pedestrian gate or the Main Street collection point. It is very helpful if you have one 'steady' collection routine in place for the children in Primary 1 – 3 in particular, as this helps to form safe home-time procedures. It can be very distressing for a young child to be waiting in what turns out to be the wrong place!

## Seesaw

As with every other school year Seesaw will resume its normal classroom purpose, whereby pupils / teachers will occasionally send and display work covered in class. Seesaw has become very useful in the event that your child has to self-isolate because of Covid-19. The Core (Maths and Literacy) activities can be messaged home to enable your child to stay at pace with the class.

**It is vital to stress that Seesaw is NOT a messaging service between home and school.**

## 1.50pm Home time

**The 1.50pm home time is always a cause for concern.**

It is most helpful if **your child knows where you will be** for collection time. Try and stand in the same place every day. It is very stressful for children and staff if you are collecting from various points or gates. In order to help safeguard the children, several Classroom Assistants will be on duty in pink fluorescent waistcoats. Mrs A Parker will, as usual, be on duty at the Windsor Hill pedestrian gate. Staff will be on duty at the main school home path. Please note that in line with Education Authority guidelines staff may not step over our gate to 'manage' collections.



It is important that children should return to Classroom Assistants, Teaching Staff or indeed myself should they be unable to find you at home time. You will also be able to 'spot' the assistants easily and find your child due to the fluorescent pink waistcoats.

## Dogs in the school grounds

Please note that dogs, however small, should not be in the school grounds as some children are unsettled by their presence. A local school did have a **serious incident** last year involving a dog and a child and we do not wish this to occur in Waringstown Primary School. A number of parents have sought clarification on this point. Thank you for your co-operation. This is a Health & Safety Notice on behalf of the school. We would also ask that you DO NOT allow children from outside your family to pet or stroke your dog!



## Nursery / Windsor Hill / Windsor Lodge School Gate

This gate will open at 8.45am and NOT before.

Please be aware that the above is purely a pedestrian gate for **residents of Windsor Hill**. For the health and safety of our children and all concerned we respectfully request that you do not 'drop off' or collect children via this gate. Children living in the Windsor Hill development may walk to school and walk home via this gate. It is vital that we maintain excellent relationships with the residents of Windsor Hill and your co-operation in this matter is deeply appreciated. Please note, as this is a pedestrian gate there will not be a patrol person on duty. However, a member of staff is present at the gate at 1.50pm and 3.00pm within the school grounds.

## The School Driveway and Staff Car Park

**Parents are respectfully reminded that access via the main school driveway is restricted to staff only. NB There is NO DROP OFF facility within the school grounds nor the avenue beside the barrier! Nursery parents are reminded that they MUST park on the Main Street and walk up to collect their child / ren.**

Children should under no circumstances walk up the driveway even with a parent. Children should not be 'dropped off' in the school grounds unless arriving late perhaps as a result of a Dental / Medical appointment. Parents should park in the Visitors Car Park and escort their child directly to the Office... NOT the classroom. The office is now located in the Central Mall next to the visitor entrance door.

## School Fund

School Fund remains a voluntary contribution at £25 / family. This fund may be paid via the payments section of Eduspot.



### Eduspot

The Eduspot system is in operation and meals should be ordered **over the weekend**. I would like to inform you that you should by now have received your 'welcome' message from the school's Eduspot System. This is our cashless payment system which also enables us to email information directly to you.

It is much better for you to order your meals for the incoming week on the Friday evening as we know from past experience the Eduspot Portal cannot cope with the Sunday evening bookings. This is not an issue with our website / Eduspot. Rather, it is the actual UK wide website. We strongly recommend that you select your meals well before Sunday evening to avoid the 'crash' of the website.

### [Additional payments via Eduspot](#)

P1 Book bags, PE bags and Snack Fund can be paid via Eduspot.

P2 Snack Fund can be paid via Eduspot.

If at any time you require to order a book bag or a tie you may do so via the Eduspot Shop section.

## Parent / Teacher Interviews

Parent / Teacher Interviews will be via the telephone again this term. Interview times and schedules will be issued in October; prior to the half-term holiday.

## **School meals**

A school dinner costs £2.60 / day or £13.00 / week.

Primary One children will stay for Dinner / Lunch from Monday 04 October onwards.



Primary One children remain in school to 1.50pm from Monday 04 October.

**Each term's menu is posted on the school website.**

## **Free School Meals (Assistance Forms)**

Application Forms for assistance with Free School Meals and School Uniform are now available from the Education Authority website. Only parents in receipt of Income Support, Income-based Jobseeker's Allowance, Pension Credit, Income-Related Employment and Support Allowance or Child Tax Credit are eligible to apply. It is very important to note that ALL PREVIOUS ENTITLEMENTS to free school meals expired on 30 June 2021.

**No entitlements carry over to this school year.  
Please re-apply!**

## **NUT FREE & KIWI FREE POLICY**

Once again we have a number of children in Nursery and main school who suffer from a severe allergy to all nuts and or kiwi. Children with this condition may have a severe reaction, which can prove VERY SERIOUS if they come into contact with nuts or kiwi fruit. Consequently, we request that NO PEANUTS or RELATED PRODUCTS are brought into school for your child's break or packed lunch. **Pesto or Pesto Pasta Salad is strictly off limits too!**

It is also our school policy that as many foods contain traces of nuts we do not permit children to swap or share food at Break or Lunch. Please support us as we seek to safeguard all of our school community.

## **Grapes in school**

We had two serious choking incidents in school several years ago and the Education Authority released sensible advice that, particularly for young children, grapes should be quartered. Please ensure that grapes at Break and Lunch are cut if they are being sent in to school. So many parents have carried this advice into their food preparation routines at home. Thank you for your co-operation as we seek to safeguard ALL of our children.



### **Asthma Register**

The school Asthma Register is being refreshed. Therefore, we ask that once again you complete the pro-forma enclosed in this newsletter if your child has recently been diagnosed as asthmatic. Please complete the asthma register form even if you have already done so on previous years.

## **Bees & Wasps**

Please complete the enclosed pro-forma which seeks consent to use Anthisan Ointment and Jungle Formula Bite & Sting Spray. The school grounds are troubled with a large amount of wasps and already this month we have had several children suffering from stings! It is important to treat a sting fast. Therefore, these consent forms are vital.



## **Personal Digital Devices in School**

I remind you that children are NOT permitted mobile phones in school. This includes Apple watches etc. Please support the school as we adhere to our Digital Technology Policy.

## School Holiday List

Please find enclosed a full holiday list for the academic year.

## Homework / Reading

Class teachers are heartened by the fact that parents take an active interest in their children's schoolwork. **Please initial all homework and encourage good presentation.** It is essential that books used at home should be 'backed' and that all pencils, rubbers, lunchboxes, clothing etc. should be clearly labelled to help preserve their 'shelf life'. We respectfully ask that you do not stick tape to the book cover and please refrain from marking Reading Books to emphasise certain words.

## Winter flu vaccinations

The winter flu vaccination forms went home on 23/09/21. Please return the form immediately as we only have one week to collate the paperwork. If the forms are NOT returned by Wed 29/09/21 your child cannot be vaccinated. Winter flu vaccination is scheduled for **Wednesday 01 December.**

## Extra Curricular Activities

After school activities for the senior pupils (Primary 5 – 7) **will unfortunately not take place** until further notice.

## Absence Notes

Enclosed within this information sheet are two sheets of absence notes to make it more convenient for parents when signing for a child's absence. The child should bring the note on their return to school to the Class Teacher. Additional sheets, if and when required, are available to download from Resources tab of the school website.

## School Uniform

Please label every item of clothing.

Finally, be assured that the staff and I greatly value your continued support in all school matters, particularly at this most challenging of times.



(Principal)  
C M°Cambley

### Child Protection Team

WPS Nursery Unit	Foundation Stage (Primary 1 & 2)	Key Stage One (Primary 3 & 4)	Key Stage Two (Primary 5 - 7)	Principal
Mrs C Emerson (Deputy Designated Teacher for Child Protection)	Mrs J Brown (Deputy Designated Teacher for Child Protection)	Mr M Gault (Designated Teacher for Child Protection)	Mr C McCambley	Mr C M°Cambley (Member of the Child Protection Team)

### Child Protection Governors

Mr T M°Kay

Mrs H Wan

Asthma Register ... Child's name \_\_\_\_\_ Class teacher: \_\_\_\_\_

My child has been diagnosed as suffering from asthma. I would like to add their name to the school's Asthma Register. I will provide a spare inhaler for the school asap.



Please complete the entire page and return to school immediately.

## Asthma Register

1/ My child has an asthmatic inhaler (one provided to school) and I would like them to be included in Waringstown Primary School's Asthma Register:

Yes  (Move to No 2)

No  (Please sign and date)

Parental Signature: \_\_\_\_\_

Date: \_\_\_\_\_

2/ I grant permission for the school to administer the spare inhaler in the case of an emergency  
**(ONLY TO BE FILLED IN IF YOU TICKED YES TO QUESTION 1)**

Yes

No

Parental Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Anthisan Ointment & Jungle Formula Bite and Sting Spray

I give permission for Anthisan Ointment or Jungle Formula Bite & Sting Spray to be used in the event of a sting.

Parental Signature: \_\_\_\_\_

Date: \_\_\_\_\_

WARINGSTOWN PRIMARY SCHOOL

Absence Note

Pupil Name: \_\_\_\_\_ Class: \_\_\_\_\_

Date (s) of absence: \_\_\_\_\_

Date of return to school: \_\_\_\_\_

Reason for absence: \_\_\_\_\_

Signed: \_\_\_\_\_ (Parent / Guardian) Date: \_\_\_\_\_

WARINGSTOWN PRIMARY SCHOOL

Absence Note

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Date (s) of absence: \_\_\_\_\_

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Reason for absence: \_\_\_\_\_

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WARINGSTOWN PRIMARY SCHOOL

Absence Note

Pupil Name: \_\_\_\_\_ Class: \_\_\_\_\_

Date (s) of absence: \_\_\_\_\_

Date of return to school: \_\_\_\_\_

Reason for absence: \_\_\_\_\_

Signed: \_\_\_\_\_ (Parent/Guardian) Date: \_\_\_\_\_

# Waringstown Primary School

## SCHOOL CLOSURE/HOLIDAYS 2021/2022



AUTUMN TERM COMMENCES	Thursday 26 August 2021 and Friday 27 August 2021 <b>School finishes at 12:45pm on these two days</b>
BANK HOLIDAY	Monday 30 August 2021
	School resumes on Tuesday 31 August 2021 at 9:00am
PARENT/TEACHER INTERVIEWS	19, 20 and 21 October 2021 (School closes for all pupils at 12:45pm) Interviews likely to be via the telephone in Term One.
	Friday 22 October 2021 (School closes for all pupils at 12:45pm for the Half Term) (Please note pupils not in school w/c 25/10/21 – one week)
HALF TERM	25 October – 29 October 2021 Inclusive School reopens Monday 01 November 2021
CHRISTMAS	School closes <u>12 noon</u> on 22 December 2021 for the Christmas Holidays as below. Thursday 23 December to 04 January inc
SPRING TERM COMMENCES	Wednesday 05 January 2022
PARENT/TEACHER INTERVIEWS	08, 09, and 10 February 2022 (Tuesday – Thursday) (School closes for all pupils at 12:45pm)
	Friday 11 February 2022 (School closes for all pupils at 12:45pm for the Mid Term)
HALF TERM	Week Commencing 14 February 2022 (School reopens Monday 21 February 2022)
ST PATRICK'S DAY	Thursday 17 March 2022
EASTER	Friday 08 April School closes 12 noon - Two weeks for the Easter Holidays Monday 11 April – Monday 25 April 2022 inc.
SUMMER TERM COMMENCES	Tuesday 26 April 2022
MAY DAY	Monday 02 May 2022
HOLIDAY	Wednesday 01 June 2022
SPRING BANK HOLIDAY & PLATINUM JUBILEE BANK HOLIDAY	Thursday 02 and Friday 03 June 2022
SCHOOL TERM ENDS	Wednesday 29 June 2022 at 12 noon